



**COUNTY OF LOS ANGELES
DEPARTMENT OF AUDITOR-CONTROLLER**

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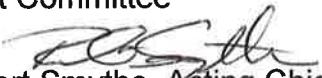
WENDY L. WATANABE
AUDITOR-CONTROLLER

ADDRESS ALL CORRESPONDENCE TO:
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LOS ANGELES, CA 90071-1102

July 22, 2013

Sent via email: auditcomm@bos.lacounty.gov

TO: Audit Committee

FROM: 
Robert Smythe, Acting Chief
Audit Division

SUBJECT: RECONSIDERATION OF TWO BOARD DELEGATED AUTHORITIES

As requested at the Audit Committee meeting of July 17, 2013, we have revised two Board Delegated Authorities as follows:

- 20.020 Establish, Increase, Reduce or Discontinue Revolving Funds
- 20.070 Revolving Cash Trust Funds

Policies 20.020 and 20.070 (attached) have been augmented to clarify the differences between the two types of revolving funds.

We look forward to discussing the proposed revisions with you at the next Audit Committee meeting. Please call me at 213-253-0101 if you have questions or need additional information.

RS:ag

Attachments

c: Wendy L. Watanabe



Los Angeles County

BOARD DELEGATED AUTHORITY

Policy #:	Title:	Adopted Date:
20.020	Establish, Increase, Reduce or Discontinue Revolving Funds	04/04/1978
	Department:	
	<i>Auditor Controller</i>	

POLICY

Pursuant to the provisions of Section 29321.1 of the Government Code the Auditor-Controller is authorized to establish, increase, reduce or discontinue revolving funds and at the end of each fiscal year will render a written report to the Board identifying the revolving funds in existence during the fiscal year, the amount of such fund and the officer using the fund. A revolving fund contains budgeted funds used for small purchases, and for customer change transactions, as distinguished from a revolving cash trust fund (see Policy 20.070) which is used for frequent refund transactions of client monies.

REFERENCE

[Government Code Section 29321.1](#)

[Adopted by Board of Supervisors April 4, 1978, Synopsis No. 12](#)

RESPONSIBLE DEPARTMENT

Auditor-Controller

DATE ADOPTED/SUNSET REVIEW DATE

Adopted Date: April 4, 1978

Sunset Review Date: June 30, 2017

20.020



Los Angeles County

BOARD DELEGATED AUTHORITY

Policy #:	Title:	Adopted Date:
20.070	Revolving Cash Trust Funds	10/21/1980
Department:	<i>Auditor-Controller</i>	

POLICY

Pursuant to the provisions of Section 25252.6 of the Government Code the Auditor-Controller is authorized to establish and determine the amount of revolving cash trust funds and at the end of each fiscal year, will render a written report to the Board identifying the revolving cash trust funds in existence during the fiscal year, the amount of such fund and the officer using the fund. A revolving cash trust fund is utilized by departments that experience high volume refund transactions, such as the return of cash held for safekeeping upon entry of an inmate to a custody facility, a patient to a hospital facility, or for child support money. A revolving cash trust fund is distinguished from a revolving fund (see Policy 20.020) in that the trust holds client monies as opposed to a revolving fund which holds County budgeted funds.

REFERENCE

[Government Code Section 25252.6](#)

[Adopted by Board of Supervisors October 21, 1980, Synopsis No. 11](#)

RESPONSIBLE DEPARTMENT

Auditor- Controller

DATE ADOPTED/SUNSET REVIEW DATE

Adopted Date: October 21, 1980

Sunset Review Date: June 30, 2017